



DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

ENVIRONMENTAL LABORATORY

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SAMPLE COLLECTION INSTRUCTIONS – SOC_s and VOC_s

SOC_s are collected in **amber quart sized jars** and/or an **amber ½ pint-sized jar**.

VOC_s are collected in **3 small glass vials** in packing foam.

Please follow the instructions below for collecting your sample.

General Instructions

1. Freeze the ice packs overnight before sampling. Make sure they freeze flat.
2. Glass amber bottles contain preservatives. **Do not rinse them out.**
3. Glass vials also contain preservatives; do not rinse them out.
4. Take samples from a cold water tap indoors (do not take samples from a hose.)
5. Remove the aerator, and allow the water to run for 5 to 10 minutes or longer before sampling.

SOC_s

1. Fill the quart amber bottles full to the neck and cap tightly
2. Fill the small amber bottle (not the smaller vials) about 2/3 full and cap tightly

VOC_s

1. Fill the vials according to the following instructions:
 - a. One vial has water in it already; this is a “trip blank” and **must not be opened**
 - b. Fill one empty vial just to overflowing, being careful not to flush out the preservative
 - c. Fill the duplicate vial as above (a)
 - d. Cap both bottles tightly, making sure the Teflon side of the cap liner faces toward the sample. Shake the samples vigorously for one minute. Invert the vials and observe if any air bubbles are trapped in it; bubbles will invalidate the sample. If you observe bubbles, uncapped the vial and fill with a few more drops of water, cap and recheck for air bubbles until none are apparent.

Shipping Instructions

1. Completely fill out the information sheet included with the kit.
2. Repack the cooler so that the bottles will not hit each other and break during transit. The ice packs work well as cushions.
3. Tape the cooler securely closed. You may use any carrier for delivery of the cooler to the lab: bus, UPS, Postal Service priority mail, Federal Express or hand delivery.

For more information, please contact the Environmental Laboratory at (406) 444-2642.

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